

Historic, Archive Document

Do not assume content reflects current scientific knowledge, policies, or practices.

1,9422
A 8 P 43
no. 7, sup. 5-
cop 13

UNITED STATES DEPARTMENT OF AGRICULTURE

Agricultural Marketing Administration

Washington, D. C. Library, U. S. Dept. Agriculture,
WASHINGTON, D. C.

December 2, 1942

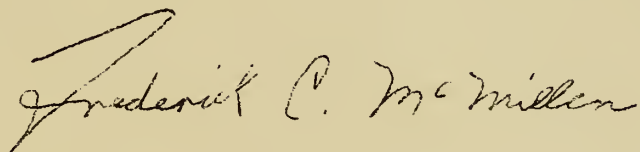
PERSONNEL DIVISION MEMORANDUM NO. 7,

Supplement 5

To: Branch and Division Chiefs and Regional Administrators
From: Frederick C. McMillen, Chief, Personnel Division
Subject: Procedure for Employment under Letter of Authorization

Personnel Division Memorandum No. 7 (formerly Operational Instructions No. 8, dated April 22, 1942), Section V (Reports and Other Necessary Forms) provided that the A. M. A. Form "Report of Employment under Letter of Authorization", Form AMA 42, and A. M. A. Form "Report of Termination of Employment under Letter of Authorization", Form AMA 43, should be submitted "to the Personnel Division in the case of non-regionalized Branches or Divisions".

In view of Administrator's Memorandum No. 2, Supplements I and J, and consistent with the provisions of Personnel Memorandum No. 10, all employment under letter of authorization in the Agricultural Marketing Administration, effective on and after January 1, 1943, shall be reported immediately to the appropriate Regional Personnel Office rather than to the Personnel Division in Washington, using appropriate Forms A.M.A. 42 and 43.



Chief, Personnel Division

RECEIVED - [illegible]
[illegible]
[illegible]

[illegible]
[illegible]

[illegible]
[illegible]
[illegible]

[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

[illegible]
[illegible]
[illegible]
[illegible]
[illegible]

[illegible]
[illegible]